Revised 04-27-09

Funding available for cities and towns - Guidance on Federal Stimulus Funding

Under the American Recovery and Reinvestment Act of 2009 (ARRA), the US Department of Energy (DOE) has issued guidance for formula-based federal stimulus funding available to cities and towns under the Energy Efficiency and Conservation Block Grant (EECBG) Program.

Massachusetts' Department of Energy Resources' (DOER) Green Communities Division is here to assist cities and towns in determining the best way to use these funds to meet the US DOE program requirements and provide the most benefits to your community. We are also here to guide you through the application process.

Communities Larger than 35,000 Residents

The 42 Massachusetts communities with more than 35,000 residents are eligible for direct funding from the US DOE. Apply directly and receive your funds straight from the US DOE. **Applications are due by June 25, 2009 at 8pm Eastern Time**. The amount of funding available to your city/town has been predetermined based on a formula contained in the ARRA and is noted in Appendix A.

ALERT! ***In order to be able to submit an application, you must do the following as soon as possible***:

1. Obtain a DUNS number: http://www.dnb.com/US/duns_update/
2. Register with the CCR: http://www.ccr.gov/
3. Register with FedConnect to submit application: www.fedconnect.net

Once those steps have been completed, to apply, do the following:

1. Access application forms and instructions at http://www.grants.gov
2. Select "Apply for Grants", then "Download Application Package"
3. Enter the CFDA number 81.128 on the cover, and follow the prompts. "81.128" is the number for the EECBG program

For assistance in filling out application forms, please contact jack.bevelaqua@state.ma.us.

Communities Less than 35,000 Residents

DOER will apply for and receive the funds from US DOE to distribute to communities with fewer than 35,000 residents. The amount of funding for these subgrants, and for DOER programming and assistance, is $14,752,100, of which 60% must be provided in subgrants. DOER is in the midst of developing a process to provide direct energy assistance to all communities while also providing an application process for the subgrants. The DOER plan for this process must be submitted to US DOE by May 25th. DOER will notify municipalities when there is more information available.

Funding Requirements for All Communities

The following program guidance applies to funding for all categories: direct funding from US DOE to communities > 35,000; subgrants coming through DOER to cities and towns < 35,000, and the direct energy assistance that DOER will be providing to all communities.

Purpose of Funds

- reduce fossil fuel emissions in a sustainable manner
- reduce total energy use
- improve energy efficiency in the building, transportation, and other appropriate sectors

Project proposals must provide expected energy savings and expected greenhouse gas reductions. See Guidance for determining these reductions in Appendix B.

Program Principles and Desired outcomes:

- Prioritize energy efficiency and conservation FIRST
- Stimulate the economy through job growth and retention, while meeting long-term energy goals and measureable energy savings
- Maximize benefits over the long-term, with programs and strategies that continue beyond the funding period, including increasing energy security and reliability
- Benchmark current performance and set aggressive goals
- Leverage other funds, including other Federal programs targeting community development through ARRA
    - A match is not required, but communities need to leverage other programs, like utility rebates, grants from the MA Renewable Energy Trust, etc.
- Ensure oversight, transparency and accountability
- Accelerate deployment of market-ready distributed renewable energy technologies
- Improve air quality and related environmental and health benefits
- Improve coordination of energy-related policies and programs across jurisdictional levels of governance

All project proposals MUST provide expected number of jobs created and number of jobs retained. US DOE will be issuing standards for making these projections. DOER will pass this information along as soon as it is available.

Eligible Activities include:

- Development of an Energy Efficiency and Conservation Strategy
  NOTE: Communities > 35,000 must submit a proposed strategy to US DOE For approval.
- Energy Efficiency and Conservation Programs for Buildings and Facilities (*If you are considering a performance contract for your community, these funds could be used to buy down that contract and/or to hire an owner's agent to represent you in that process.*)
- Energy Efficiency Retrofits (*If you have received recommendations under DOER's Energy Audit Program, you could use these funds towards implementing those measures.)*
- Development and Implementation of Transportation Programs: including development of infrastructure such as bike lanes and pathways and pedestrian walkways; synchronization of traffic signals; implementation of intelligent transportation system (ITS) strategies; idle-reduction technologies.
- Training of building inspectors to promote building energy efficiency
- Distributed generation technologies: including district heating and cooling; combined heat and power (CHP) systems; energy storage systems; absorption chillers; desiccant humidifiers; ground source heat pumps; microturbines
- Energy Efficient Traffic Signals and Street Lighting
- Renewable Energy Electricity Generating Technologies on Government Buildings: including PV, wind, fuel cells, biomass

Measurement and Verification

ARRA is seeking unprecedented levels of transparency and accountability in the use of these taxpayer dollars. To that end, municipalities with direct funding as well as those receiving subgrants through DOER will need to do the following.

- Follow all proper MA procurement laws
- Maintain ARRA funds in a separate account, with separate tracking and reporting
- Provide a portion of project budget for measurement and verification, e.g. 3 – 5%
- Report on metrics specified by US DOE for the particular project type
- Work with DOER to implement appropriate strategies to measure project performance to ensure that: a) baseline conditions are accurately defined, b) equipment/systems are correctly specified, costed out, designed and installed properly and properly commissioned, c) installed equipment/systems are performing to specification, and d) performance/results are appropriately monitored. Strategies can include hiring an

independent party to review projects and/or developing a measurement and verification plan. Where appropriate, protocols for measuring performance may include on-site equipment metering, facility metering, or other measurement of the savings generated by the installation, including energy bill analysis.

Forms (NEW!)

The full DOE Funding Opportunity Announcement and its attachments are available here:
DOE Funding Opportunity Announcement – Revised by US DOE 4-24-09
Attachment A
Attachment B1 – Revised by US DOE 4-24-09
Attachment B2
Attachment B3
Attachment C – Revised by US DOE 4-24-09
Attachment D

Communities with population > 35,000 applying directly to US DOE must fill out all of the forms above. These forms can also be found on www.fedconnect.net.

Other forms that must be filled out by communities applying directly to US DOE, and where they can be found are as follows:

Federal Application for Assistance – SF424; www.grants.gov
Project Performance Site Locations Form; https://www.eere-pmc.energy.gov/Forms.aspx
Budget Justification File (PMC 123.1); https://www.eere-pmc.energy.gov/Forms.aspx
Cert/Assurances; https://www.eere-pmc.energy.gov/Forms.aspx
SF-LLL Disclosures of Lobbying Activities; https://www.eere-pmc.energy.gov/Forms.aspx

Please contact the Green Communities Division with further questions:

Mark Sylvia, mark.sylvia@state.ma.us
Meg Lusardi, meg.lusardi@state.ma.us
Jack Bevelaqua (forms), jack.bevelaqua@state.ma.us

DOER
Massachusetts Department of Energy Resources

APPENDIX A

State	Name	Allocation
MA	**Massachusetts Total Sum City, County, and SEO Allocations**	**$42,230,600**
MA	Massachusetts	$14,752,100
MA	Amherst	$162,000
MA	Arlington	$159,700
MA	Attleboro	$179,600
MA	Barnstable Town	$202,400
MA	Beverly	$169,600
MA	Billerica	$180,200
MA	Boston	$6,506,200
MA	Brockton	$865,000
MA	Brookline	$494,400
MA	Cambridge	$1,139,400
MA	Chelsea	$164,000
MA	Chicopee	$499,100
MA	Everett	$149,300
MA	Fall River	$861,300
MA	Fitchburg	$168,000
MA	Framingham	$657,000
MA	Haverhill	$542,700
MA	Holyoke	$175,700
MA	Lawrence	$651,300
MA	Leominster	$175,500
MA	Lowell	$954,700
MA	Lynn	$788,100
MA	Malden	$501,500
MA	Marlborough	$178,000
MA	Medford	$504,000
MA	Methuen	$179,200
MA	New Bedford	$869,300
MA	Newton	$799,600
MA	Peabody	$494,200
MA	Pittsfield	$189,100
MA	Plymouth	$514,300

MA	Quincy	$881,200
MA	Revere	$485,500
MA	Salem	$174,300
MA	Somerville	$651,100
MA	Springfield	$1,498,200
MA	Taunton	$519,600
MA	Waltham	$630,500
MA	Westfield	$170,300
MA	Weymouth	$485,800
MA	Woburn	$174,600
MA	Worcester	$1,733,000

APPENDIX B

Greenhouse Gas reductions can be projected using the following CO_2 emissions factors for the reduction in the applicable fuel type. DOER recommends that you cite the source:

Fuel	Emission Coefficients		
	Pounds CO2 per Unit Volume or Mass		Pounds CO2 per Unit Energy
Petroleum Products			
Distillate Fuel (No. 1, No. 2, No. 4 Fuel Oil and Diesel)	22.384	per gallon	161.386 per MMBtu
Motor Gasoline	19.564	per gallon	156.425 per MMBtu
Natural Gas and Other Gaseous Fuels			
Natural Gas (Pipeline)	120.593	per 1000 ft3	117.08per MMBtu
Propane	12.669	per gallon	139.178 per MMBtu
	532.085	per barrel	
Source for all of the above emission factors: http://www.eia.doe.gov/oiaf/l605/coefficients.htm1.			
GRID ELECTRICITY			1004 per MWh

Source for the Grid Electricity emissions factors:
ISO-NE 2007 Marginal Emissions Draft Report, March 31, 2009

For example, if you install a PV system that is projected to produce 1,000 kwh/year (=1 MWh), then the projected greenhouse gas emissions reductions would be:

1 MWhr/yr x 1004 lbs CO2/MWh = 1004 lbs of CO2

If you increased the insulation in your building and projected to reduce your consumption of Natural Gas heating by 1,000,000 Btu/year (= 1 MMBtu), then the projected greenhouse gas emissions reductions would be :

1 MMBtu/hr x 117.08 lbs CO2/MMBtu = 117.08 lbs of CO2